

Wynnewood Public Library Donation Policy

The Wynnewood Public Library accepts donations of any kind that support and further the mission, goals, and objectives of the library, as established by the Library Board of Wynnewood Public Library.

Gifts of material that are accepted by the library become the absolute and unconditional property of the library and cannot be returned to the donor for any reason. Once the library takes possession of an item, the library is free to make all decisions in accordance with its established policies and procedures with respect to the retention, storage, processing, use, and disposition of that item. In accordance with the library's standard policies, donors are granted the same right to access and use materials they have donated as other members of the public (i.e., materials may be accessed after they have been processed, during normal business hours, and in accordance with the library's current rules and regulations).

Gifts are accepted in honor or in memoriam of a person or event. Acknowledgement of such a gift will be made to the donor and up to three other persons or entities in writing.

The library cannot and does not appraise books, works of art, or any other items. The library will not bear the cost of such an appraisal. Donors who wish to have the value of a donation specified must make all arrangements for and bear all costs of such an appraisal.

The library may not be able to accept a donation if the donor places extensive and/or restrictive conditions on the use of the gift by the library.

All gifts accepted by the library become the property of the library, which has the prerogative to keep or dispose of the items.

1. Gifts of Money
 - a. The library accepts gifts of money, in any amount. It will be processed through the library's Friends of the Library group.
 - b. The donor may indicate how he/she wishes the money to be spent by the library.
2. Gifts of Books and Other Library Materials
 - a. The library accepts gifts of materials in good condition. This includes, but is not limited to books, audio CDs, DVDs and VHS tapes, periodicals, manuscripts, maps, and pamphlets.
 - b. All material accepted as gifts will be evaluated in accordance with the Wynnewood Public Library Collection Development Policy.
 - c. In most cases, usable materials that the library does not add to its collections are offered to the Friends of the Library for their ongoing book sale. Money raised by the Friends from their book sale is used to benefit the library and its programs.
 - d. The donor may indicate how he/she wishes the materials to be used by the library.
 - e. Gift plates to recognize the donor are not usually placed in or on used items donated and added to the library collections. The donor may request that gift plates be placed in donated items to memorialize a loved one.
 - f. Gift plates are customarily placed in new items donated and added to the library collection or in items purchased by the library with monetary donations.

